

CHAPLIN AD-HOC BICENTENNIAL COMMITTEE

Chaplin, Connecticut

Special Meeting Minutes

January 17, 2023

Chair Leslie Ricklin called the meeting to order at 4:06 PM. Present were members Warren Church, Dick Weingart, Anne Sicilian, Ann Lewis and Julie Lindquist. Others present was Library Director Sandy Horning. Absent were members Bill Rose and Bob Grindle.

3. APPROVAL OF MINUTES OF DECEMBER 13, 2022:

Motion to approve the regular meeting minutes from December 13, 2022, made by Ann Lewis, seconded by Anne Sicilian and carried unanimously.

4. OLD BUSINESS:

a. Discussion about creating a bicentennial archive for digital and non-digital materials:

The Board of Selectmen is in favor of the Committee using leftover funds for a Bicentennial archive with no intentions of dissolving the Committee right away. Leslie Ricklin collected Bicentennial materials including: newspaper articles, programs, the calendar, the Mission Statement, the Annual Report and a T-shirt. Warren Church has a thumb drive of photos and the program that is organized in folders. The library has a thumb drive of the video by John Meyer. Discussion was held about creating digital copies of all materials including: creating a professional book similar to a wedding book, creating copies of the non-digital items, a permanent place to store digital copies (possibly on town website), having someone in charge to upgrade to new technology, videos of the talks and the play being in several places, consider keeping valuable documents in the library, preserving items on Facebook, concerns about access down the road for anyone to research the Bicentennial, organizing events for easy access, consider how the Committee would proceed without leftover funds.

- Ann Lewis suggested talking with Shari and Susan at the Town Hall with expertise in saving town documents - the town has a yearly grant to digitize (Dick and Leslie will follow up).
 - Dick Weingart commented about a digital project with the Town Clerk that involves an outside vendor. The town's website is hosted by a small company. A larger company could provide cloud storage with more space that is permanent (should be controlled by the town).
 - Sandy Horning suggested reaching out to Parish Hill IT tech Brian Synott and the Town IT tech Brian Hathaway.
 - Dick Weingart suggested talking to Alex Hill (does IT work at Chaplin Elementary - will follow up).
 - Anne Sicilian will scan the materials into PDFs for assembly in a binder (can store in the reference area in the library).
 - Warren Church will contact the church for video of the play, write up summaries of the walks and download photos from Facebook onto the thumb drive.
 - Ann Lewis suggested doing a physical photo album of select photos online through Shutterfly and suggested hiring a web designer.
 - Leslie Ricklin suggested checking with Clint Slowik who created an Art Gallery website (will follow up).
- The Committee will gather information and present a plan for the next meeting.

5. NEW BUSINESS:

a. Board of Selectmen's question about Ben Chaplin's cupboard and having the Bicentennial Committee "adopt" it as a project:

The Board of Selectmen suggested the Bicentennial Committee adopt Ben Chaplin's Cupboard Restoration (cost is about \$1,500 to \$2,000). The Bicentennial Committee is not adopting the project due to rehabilitation of cupboards not included in their Mission Statement.

6. **SUGGESTIONS FOR NEXT AGENDA:** The next meeting will be held on February 21st.
7. **ADJOURNMENT:** *Motion to adjourn (5:17 PM) made by Dick Weingart, seconded by Anne Sicilian.*

*Respectfully submitted by Kathleen Scott
Recording Clerk*